



**Proxy form for committee meetings**

Body Corporate and Community Management Act 1997  
This form is effective from 1 March 2021

Department of Justice and Attorney-General

ABN: 13 846 673 994

**Section 1—Body corporate secretary details**

Name .....

Address of scheme .....

Suburb ..... State  Postcode

**Section 2—Authorisation**

The Regulations set out a number of restrictions on the use of proxies, including an ability for the body corporate to further restrict their use including prohibition.

I (full name) .....

Committee position .....

Appoint (full name) (see note 1 below) .....

as my proxy to act on my behalf (including voting on proposed adjournments) at  
(Before ticking **one** please see note 2 below for legislative restrictions on the life of a proxy)

The committee meeting to be held on  /  /   
D D M M Y Y Y Y

All committee meetings held before  /  /   
D D M M Y Y Y Y

unless I serve you with a prior written withdrawal of the appointment.

Signature of member ..... Dated:  /  /   
D D M M Y Y Y Y

**Details of proxy**

Residential address .....

Suburb ..... State  Postcode

Postal address .....

Suburb ..... State  Postcode

Signature of proxy ..... Dated:  /  /   
D D M M Y Y Y Y

**Notes**

- Section 122(1) of the Standard Module, Section 112(1) of the Accommodation Module and Section 80(1) of the Commercial Module provide that only a voting member of the committee may be appointed a proxy for voting at a committee meeting.
- Section 121(5) of the Standard Module and Section 111(3) of the Accommodation Module provide that a proxy has effect for not more than one meeting of the committee and ceases to have effect immediately after the meeting. Section 79(3) of the Commercial Module provides that unless it sooner expires under the terms of the proxy, the proxy ceases to have effect immediately before the next annual general meeting of the body corporate held after the proxy is given.